

Sandfoss, Kristina

Subject: FW: AD Appointment Letter
Attachments: image2017-06-06-093947.pdf

From: Barnett, Howard
Sent: Tuesday, June 06, 2017 9:35 AM
To: Hupp, Sydney <hupp.sydney@epa.gov>
Cc: Miles, Ramona <Miles.Ramona@epa.gov>; Peppins, Felicia <Peppins.Felicia@epa.gov>; Lesperance, Twanna <Lesperance.Twanna@epa.gov>; Munoz, Charles <munoz.charles@epa.gov>; Ford, Hayley <ford.hayley@epa.gov>; Willis, Sharnett <Willis.Sharnett@epa.gov>; Hackley, Jessica <Hackley.Jessica@epa.gov>; Moore, Patricia <Moore.Patricia@epa.gov>; Pugh-Feaster, Aurelia <pugh-feaster.aurelia@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Subject: AD Appointment Letter

Sydney,

Attached is the letter outlining your "new" Administratively Determined appointment as Executive Scheduler for the Office of the Administrator, located in the Office of the Administrator, Immediate Office. Please read it over. If everything is satisfactory to you, please sign and date the last page. Then PDF that page back to me at this email address or fax it at 202-564-9612. Our goal is to make this action effective Sunday, June 11th. This would be the beginning of the pay period. If you have any questions, give me a call on 202-564-0394 or my supervisor, Hitch Peabody on [202-564-8596](tel:202-564-8596). Again, congratulations!

HOWARD BARNETT
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